

**City of Belmont
PARKS & RECREATION COMMISSION
MINUTES OF REGULAR MEETING OF OCTOBER 4, 2017
One Twin Pines Lane, City Council Chambers**

CALLED TO ORDER AT 7:00 PM

COMMISSIONERS PRESENT: Foehr, Mittelstadt, Block, Fine, Cotten, Raddavero, Bortoli, Fox and Michaels

COMMISSIONERS ABSENT: None

STAFF PRESENT: Parks and Recreation Director Gervais, Recreation Manager Brunson and Administrative Assistant Saggau

PLEDGE OF ALLEGIANCE

Led by Chair Foehr.

ANNOUNCEMENTS/AGENDA AMENDMENTS

Commissioner Bortoli reported on the Senior Advisory Committee meeting and noted a free smoke alarm installation program.

Commissioner Fox stated she attended the Planning Commission meeting with the General Plan update on the agenda. Parks and Recreation Director added many recommendations from the Parks & Recreation Commission have been implemented into the plan including the new zoning designation for parks.

Parks and Recreation Director Gervais announced the following:

- Davey Glen Park Opening Day
- Notre Dame De Namur University (NDNU) Call To Action Day

CONSENT CALENDAR

September 6, 2017 Minutes

ACTION: On a motion by Commissioner Cotten, seconded by Commissioner Mittelstadt the minutes were approved. Vote: 7 Commissioners and 2 Youth Commissioner in favor.

ITEMS OF BUSINESS

Implementation of the Joint Use Agreement Between the City of Belmont and Crystal Springs Uplands School

Parks and Recreation Director Gervais reviewed the background of the Joint Use Agreement which allows community use of the new synthetic turf field as designated in the Agreement and

their pool when it is built. He explained the factors to be considered in the implementation strategy including:

- Supervision
- Noise Makers
- Cleanup, Waste Collection, Recycling
- Maintenance And Repair
- Schedule

Parks and Recreation Director explained after receiving Commission and community feedback staff will meet with Youth Sports to craft an Agreement with the use requirements. Then staff will meet with Crystal Springs Uplands School (CSUS) staff to finalize the implementation strategy prior to community use of the field.

Parks and Recreation Director Gervais and Head of CSUS Middle School Christopher Schoberl responded to questions from the Commission.

Sergio Raddavero with AYSO spoke about the opportunity for the soccer groups to use the field and that they will work together to help to protect the turf field.

Commissioners provided their comments and suggestions:

- Prefer reimbursement to school for custodial services
- Recommend signage to post rules
- Field access responsibility could be shared with staff and coaches
- Deposits could be collected from youth sports groups
- Create process for reporting maintenance issues
- Prohibit use of drums

Update on the Partnership Projects with Belmont Connects Volunteer Group for Improvements to Belmont's Public Spaces

Parks and Recreation Director Gervais introduced Belmont Connects member Phil Evans who gave a report on the public art projects completed, works in progress and potential new projects. Ideas for new projects included the following:

- Senior Center Patio Column Mural
- Rotating educational art on fencing by library
- Colorful art murals on Barrett walls
- Chalkboard wall at Barrett
- Art gallery on fencing of Community Garden at Barrett
- Stage area and Pavement games at Barrett Community Center
- Sculpture, wall and garden art for City Hall Plaza
- Update Belmont Entrance Sign with art

Parks and Recreation Director Gervais noted how Belmont Connects has helped the City see areas for improvements and expressed appreciation for the work the volunteers have completed.

Commissioner comments and suggestions included the following:

- Volunteer recruitment ideas

- Novartis or NDNU
- Carlmont High School Key Club
- Outreach on City Website
- Young Men's Service Leagues
- National Charities League
- Install placards identifying Belmont Connects projects
- Caltrain Station Improvement ideas
 - Large canvas space for murals
 - Landscaping improvements
 - Consider installing sculpture
- Barrett Community Center
 - Recommend not installing chalkboard wall or limit access to chalk
 - Build interactive outdoor games like corn hole
 - Bike Pump Track Project on site
 - Do not overwhelm site with too many accents
 - Dog art on other side of Barrett fence
- Memory tree for Senior Center patio column mural suggested
- Utility boxes could be painted with art
- Consider having citywide furnishing plan for a consistency in look
- Extend Wi-Fi access at public gathering spaces
- Also have Wi-Fi free zones
- Trail Entrances could provide opportunities for games such as scavenger hunt
- Entrance sign good opportunity to represent Belmont

OTHER BUSINESS / UPDATES

Department Reports

Parks and Recreation Director Gervais reported on the following:

- Wildflower Catalog created by Girl Scouts
- Girls Scouts painted a mural at Barrett Community Center
- Energy Efficiency Project Presentation on City Council agenda
- Sixth Avenue furnishings
- Canadian Geese Issue
- New Office Assistant Karen Clark at Parks & Recreation Office
- Recruitment of Recreation Specialist for teens
- Director Gervais leaving Belmont for San Mateo County Parks Director position

Questions and Comments

Commissioner Michaels said he attended Movie Night in the Park and noted it was well attended and expressed thanks to staff and the 4-H for this event.

Commissioner Bortoli reported on the Veteran's Memorial Dedication.

In response to Commissioner Bortoli's question Director Gervais confirmed former Parks and Recreation Commissioners have been invited to the Davey Glen Park Grand Opening.

Commissioners expressed congratulations to Parks and Recreation Director Gervais and noted their appreciation for the leadership he provided.

Future Agenda Items

Report from ADA Consultant
Volunteer Coordinator Position
Solar Projects and Energy Efficiency
Bicycle Pump Tracks
City Website Update
Recreation Programs and Scheduling
Sports Complex Turf Project
Twin Pines Park Interview and Planning Committees

Council and Commission Top Priorities

- Athletic Field Improvements
- Barrett Community Center Master Plan

Council Other Priorities that include Parks and Recreation

- Veterans Memorial
- Twin Pines Park Master Plan
- Tree Ordinance Update
- Resolve the Dog Issue at Barrett
- ADA Transition Plan
- Citywide Volunteer Program

Commission Other Priorities

- Parks, Recreation, and Open Space Master Plan
- Dogs in Parks Policy
- Department Resources and Budget
- Open Space Maintenance and Management

ADJOURNMENT

The meeting was adjourned at 9:30 p.m.

Jonathan Gervais
Parks and Recreation Director